

**INTER-AMERICAN FOUNDATION
STATEMENT OF WORK**

DESCRIPTION OF ENTITY AND MISSION STATEMENT

The United States Congress created the Inter-American Foundation (Foundation) in 1969 to support self-help efforts in Latin America and the Caribbean. The Foundation responds directly to the initiatives of the poor by providing grants to local private organizations. The Foundation receives funding through congressional appropriations and from the Social Progress Trust Fund (SPTF), which is administered by the Inter-American Development Bank.

Established by Congress as an independent agency, the Foundation is apolitical and nonpartisan in its development efforts. A nine-member Board of Directors appointed by the President and confirmed by the Senate of the United States governs the Foundation. By law, six members of the Board are from the private organizations, and three are from the United States Government. Local firms, retained on a contractual basis, perform results monitoring and audit services on Foundation grants in each of the countries in which the Foundation operates.

I. SCOPE AND REQUIREMENTS

A. Scope

- (1) The scope of this contract and the audits to be conducted in country will be adhered to in accordance with the specific audit guidelines, provided as addendum 1, to this statement of work. The audit, in part, will include a review of the Grantee's books and records to determine whether the Grantee is in compliance with the requirements described in the grant agreements executed between the Inter-American Foundation and the Grantees and to render an opinion on the results of audit.
- (2). The audit will include verification of performance and compliance with grant agreement terms and conditions and any related modifications thereof. The audit will require the auditors to review, evaluate and analyze actual incurred costs and compare the costs with budgeted and proposed line items. Included in the audit report shall be a comparative analysis between the actual incurred costs, [the disbursed budgeted amount] and the overall total budgeted amount. Included with the analysis is a narrative on any significant variances and or issues.
- (3) The audit reports shall be forwarded to the Foundation within the time specified by the Foundation and typewritten in **English and the local language.**

The form and content of the audit report shall be in accordance with the criteria specified by the "Audit Guidelines" established by the Foundation. (See Requirements below.)

B. Requirements:

- (1) The contractor shall provide all services, personnel, facilities, equipment, and materials necessary to perform the work described by this statement of work.
- (2) The contractor shall conduct all audits performed under this statement of work and the resultant contract in accordance with the Government Auditing Standards as promulgated by the Comptroller General of the United States (The Yellow Book), 1994 Revision with 1999 amendments or earlier if applicable. (Generally Accepted Government Auditing Standards (GAGAS))
- (3) The contractor shall conduct all audits performed under this statement of work and the resultant contract in accordance with generally accepted auditing standards (GAAS).
- (4) The contractor shall also conduct the audits under the Foundation's "Audit Guidelines for Use by Independent Auditors in the Examination of Foundation Grants", 10/20/99 Revision. The "Audit Guidelines for Use by Independent Auditors in the Examination of Foundation Grants" (Audit